



**Project Reference Number: 6645215**  
**Name of Project: Provision of Security Services for the Operation of the University**  
**Location of Project: CSU Campus, Ampayon, Butuan City**

**EXCERPTS ON THE MINUTES OF PRE-BID CONFERENCE ON THE PROJECT Re: Provision of Security Services for the Operation of the University**

Present were:

Felix R. Ocarez, Ed. D.  
Luisito I. Tabada, Ph. D.  
Engr. Marilou G. Umpad  
Atty. Dianah Jee U. Saspa  
Glen R. Cane  
Julius L. Ocmen  
Master George M. Tortola  
Datche P. Dagooc  
Mark Otojan  
John Paul C. Reponte  
Angelica G. Dando  
Nova Estenzo  
Reina P. Talidro  
Raineir Y Fudalan  
Gigi A. Miñoza  
Maria Fe Theresa Concepcion

- BAC Vice-Chairperson  
- BAC Member  
- BAC Member  
- BAC Member  
- BAC TWG  
- BAC TWG  
- Head, BAC Secretariat  
- BAC Secretariat  
- BAC Secretariat  
- BAC Secretariat Staff  
- BAC Secretariat Staff  
- BAC TWG CSU-CC  
- BAC TWG CSU-CC  
- BAC TWG CSU-CC  
- BAC TWG CSU-CC  
- Sapphire Security Agency Rep.

The meeting was held on November 20, 2019 @ 9:00 A.M. at the OP Conference Room CSU New Admin Building. It was called to order by Dr. Felix R. Ocarez, BAC Vice-Chairperson and a Prayer by Atty. Dianah Jee U. Saspa, BAC Member with the Provisional Agenda, to wit:

**I. Preliminaries**

- A. Call To Order
- B. Adjournment

**II. Business Agenda for the Day**

**Pre-bid Conference on the Project RE: Provision of Security Services for the Operation of the University**

- The BAC Vice-Chairperson acknowledged the BAC Members, BAC TWG of Ampayon and Cabadbaran Campuses.
- He read the timeline of activities and the significant changes based on the Supplemental Bid Bulletin # 1 issued by the BAC on the said project.

*Minutes of Pre-bid Conference RE: Provision of Security Services for the Operation of the University, November 20, 2019 @9:00P.M., CSU OP Conference Room.*



- The BAC Vice-Chairperson reiterated the Invitation To Bid (ITB) of the project with an Approved Budget for the Contract (ABC) of One Million Three Hundred Fourteen Thousand Thirty-four Pesos and Seventy Centavos Only (**Php.1,314.034.70**) funded from Regular Agency Fund (RAF) with a contract duration of three months and twenty-five calendar days.
- He then inquired from the concerned bidder for questions and clarification regarding the project.
- The following are the queries of the bidders, to wit:

Queries	BAC Reply
1. Clarification on the checklist regarding Philhealth, SSS, Pagibig remittances whether required the certificate of registration with certificate of good standing or latest and updated certification from the concerned agency?	1. Certificate of good standing from the PADPAO and the clearances issued by the three (3) agencies concern regarding agency's remittances will suffice.

- The BAC Vice-Chairperson directed the BAC Secretariat to make Supplemental Bid Bulletin on the amendments made which are clearances from the three (3) agencies and PADPAO Certificate of Good Standing. Further added to issue the Minutes of the Meeting and Supplemental Bid Bulletin three (3) calendar days to be posted at the PhilGEPS, CSU website and conspicuous place seven (7) calendar days after the Pre-bid Conference.

### III. Adjournment

There having no other topics for discussion, the meeting was adjourned at 9:35 A.M.

Prepared by:

**MASTER GEORGE M. TORTOLA**  
Head, BAC Secretariat

Conformed:

**FELIX R. OCAREZ, Ed. D.**  
BAC Vice-Chairperson

*Minutes of Pre-bid Conference RE: Provision of Security Services for the Operation of the University,  
November 20, 2019 @9:00P.M., CSU OP Conference Room.*